

Dear CCM Employees,

Due to recent news reports, continuously deteriorating conditions, and our continued abundance of caution about the COVID-19 outbreak, the campus will be closed beginning Friday, March 13, at 1:00 p.m. and all on-campus classes will be cancelled for Friday, March 13. Online and off-campus classes will continue as scheduled. CCM will not be serving students or the community on campus on Friday. All student support areas will provide service to students remotely until 1:00 p.m. on Friday. Since classes are cancelled, faculty are not expected to be on campus. As you leave campus, be prepared to take with you all essential items. Once the campus is closed you will not be able to gain access to your offices. This closing may extend beyond spring break. Please continue to monitor your CCM email and the college's webpage.

While the campus is closed, the plant and maintenance staff will engage in a deep cleaning and sanitizing of all areas. To the greatest extent possible please make sure that all items in your work area are stored and out of the way to allow for proper cleaning.

I appreciate the hard work you have all been doing as we manage the college's response to the COVID-19 outbreak. Although we had hoped to remain open through Saturday, current state and national conditions suggest that it is best to upgrade our efforts to protect the campus community. I understand this will produce some inconveniences, and I realize that not everyone will agree, but I hope you understand that the health and well-being of our colleagues and students must be our highest priority.

Individuals traveling out of the country should review the new federal restrictions concerning European travel and continue to plan on a mandatory 14 day quarantine if you are travelling to or from a CDC designated high risk area. If you have any questions, please contact your Vice President.

CCM administrators will closely monitor their e-mail during the campus closure. Please continue to work directly with your dean, director, or vice president for additional support as needed.

I hope you understand the intent of the decisions made. Please make every effort to stay well.

Continue to monitor the CCM dedicated [COVID-19 Information Center](#) page on the website.

Dr. Iacono